



GAIL FARBER, Director

**COUNTY OF LOS ANGELES  
DEPARTMENT OF PUBLIC WORKS**

*"To Enrich Lives Through Effective and Caring Service"*

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P.O. BOX 1460  
ALHAMBRA, CALIFORNIA 91802-1460

IN REPLY PLEASE  
REFER TO FILE

September 06, 2016

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**ADOPTED**

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

50 September 6, 2016

LORI GLASGOW  
EXECUTIVE OFFICER

**CONSTRUCTION-RELATED CONTRACT  
PUBLIC BUILDINGS CORE SERVICES AREA  
DEPARTMENT OF HEALTH SERVICES  
LOCAL AREA NETWORKS INFRASTRUCTURE UPGRADE PROJECT  
APPROVE PROJECT BUDGET AND  
RELATED APPROPRIATION ADJUSTMENT  
CAPITAL PROJECT NO. 87341  
(ALL SUPERVISORIAL DISTRICTS)  
(4 VOTES)**

**SUBJECT**

Approval of the recommended actions will find the Local Area Networks Infrastructure Upgrade project categorically exempt from the California Environmental Quality Act; establish the capital project to complete the necessary infrastructure upgrades required to support the Local Area Networks at administrative locations for the Department of Health Services including: Health Services Administration, Ferguson, Slusher, Pioneer, Alhambra, Monterey Park, LAC+USC and Olive View-UCLA Medical Centers; approve project budget and related Appropriation Adjustment; and authorize the Director of Public Works or her designee to deliver the project using a Board-approved Job Order Contract.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Find the proposed Local Area Networks Infrastructure Upgrade project at the following eight locations: Health Services Administration, Ferguson, Slusher, Pioneer, Alhambra, Monterey Park, LAC+USC and Olive View-UCLA Medical Centers to be categorically exempt from the California Environmental Quality Act for reasons stated in this Board letter and in the record of the project.

2. Establish and approve the proposed Local Area Networks Infrastructure Upgrade project with a budget of \$3,185,000.
3. Approve an Appropriation Adjustment to reallocate \$3,185,000 from the Department of Health Services Enterprise Fund Obligated Fund Balance to fully fund the proposed project, Capital Project No. 87341.
4. Authorize the Director of Public Works or her designee to deliver the project using a Board-approved Job Order Contract and an as-needed architect/engineer agreement.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of the recommended actions will establish and approve the Local Area Networks (LAN) Infrastructure Upgrade project for the Department of Health Services (DHS) at Health Services Administration, Ferguson, Slusher, Pioneer, Alhambra, Monterey Park, LAC+USC and Olive View-UCLA Medical Centers; find the project categorically exempt from the California Environmental Quality Act (CEQA); approve the project and budget; and authorize the Director of Public Works or her designee to use a Board-approved Job Order Contract (JOC) and as-needed architect/engineer (A/E) agreements for the delivery of the project.

### **Background**

The existing DHS LAN closets at Health Services Administration, Ferguson, Slusher, Pioneer, Alhambra, Monterey Park, and various buildings at the LAC+USC and Olive View-UCLA Medical Centers need to be upgraded in order to support Voice over Internet Protocol (VoIP). These closets require power, air conditioning, and telecommunications infrastructure upgrades. The existing 10-year-old LAN equipment in these telecommunications closets are now at the end of their useful life and will soon no longer have equipment manufacturer support. The outdated technology can no longer support the new applications being implemented throughout DHS. Upgrading to the LAN infrastructure will enhance speed and bandwidth essential to support the latest applications being implemented throughout DHS such as connected personal mobile devices, desktop virtualization, video, VoIP, Microsoft Exchange, wireless LAN, Unified Communication, and Active Directory. The new LAN infrastructure upgrade is essential to provide DHS with the foundation needed to provide quality services to the residents of the County of Los Angeles.

To keep pace with advances in telephony technology, the County is implementing VoIP systems for various Departments. DHS has conformed with this County and industry practice by leveraging major construction projects to install VoIP in the new buildings at LAC+USC; Martin Luther King, Jr; High Desert; Rancho Los Amigos facilities; and some of their associated Ambulatory Care Network sites. Approximately 17 main clinical locations have already received VoIP phone systems or are scheduled to do so. Thirteen buildings remain on old phone technology, namely, Private Branch Exchange (PBX), which has reached its end-of-life. The existing 20-year-old PBX phone systems at these locations are becoming more difficult and costly to maintain. In addition, the Federal Communications Commission has provided industry guidance to convert to internet protocol based phone infrastructure by the year 2020. The PBX system will no longer be supported by the telecommunications carriers beyond that deadline. The LAN infrastructure upgrade is a prerequisite for VoIP installation at the aforementioned locations.

The Department of Public Works and DHS have completed the assessments of the required telecommunications infrastructure upgrades at the following 8 locations (13 buildings) slated to receive the improvements: Health Services Administration, Ferguson, Slusher, Pioneer, Alhambra, Monterey Park, LAC+USC and Olive View UCLA Medical Centers. Public Works intends to use a Board-approved, as needed A/E consultant to complete the plans/specifications and a Board-approved JOC to complete the construction of the improvements. We anticipate to complete the infrastructure upgrades 6 months after the plans are permitted.

#### Green Building/Sustainable Design Program

The proposed project will support the Board's Policy for Green Building/Sustainable Design Program by incorporating energy efficient heating, ventilation, and air conditioning equipment and controls.

#### **Implementation of Strategic Plan Goals**

The Countywide Strategic Plan directs the provision of Operational Effectiveness/Fiscal Sustainability (Goal 1), Community Support and Responsiveness (Goal 2), and Integrated Services Delivery (Goal 3). These recommendations support the Strategic Plan by investing in public health infrastructure that will enhance the safety of patients and staff and improve patient care.

#### **FISCAL IMPACT/FINANCING**

The combined total cost for all eight locations, including plans and specifications, plan check, construction, consultant services, miscellaneous expenditures, and County services, is currently estimated at \$3,185,000.

Approval of the enclosed Appropriation Adjustment will reallocate \$3,185,000 from DHS Enterprise Fund Obligated Fund Balance to fully fund the proposed LAN Infrastructure Upgrade project, Capital Project No. 87341. Upon Board approval of the Appropriation Adjustment, sufficient appropriation will be included in the Fiscal Year 2016-17 Capital Projects/Refurbishments Budget to fully fund the proposed project.

#### Operating Budget Impact

DHS does not anticipate any one-time, start-up costs or an increase in ongoing maintenance and operational costs as a result of the projects.

#### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

In accordance with the Board's Civic Art Policy amended on August 11, 2015, this project is exempt from the Civic Art fee as it consists of the purchase of technical equipment or infrastructure upgrades.

#### **ENVIRONMENTAL DOCUMENTATION**

The upgrades to support the LAN Infrastructure Upgrade project at the Health Services Administration, Ferguson, Slusher, Pioneer, Alhambra, Monterey Park, LAC+USC and Olive View-UCLA Medical Centers are categorically exempt from CEQA. The proposed projects, which involve the infrastructure upgrades to telecommunications, power, heating, ventilation, and air conditioning

systems are within certain classes of projects that have been determined not to have a significant effect on the environment in that they meet the criteria set forth in Sections 15301(a), (d), and (f), and 15302(c) of the State CEQA Guidelines and Classes 1 (c), (d), (h), and (i), and 2 (e) of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G. The proposed upgrade projects involve interior alterations to existing buildings with no expansion of an existing use. In addition, there are no cumulative impacts, unusual circumstances, or other limiting factors that would make the exemption inapplicable based on the records of the projects.

Upon the Board's approval, Public Works will file a Notice of Exemption with the Registrar-Recorder/County Clerk in accordance with Section 15062 of the State CEQA Guidelines.

### **CONTRACTING PROCESS**

Public Works intends to utilize a Board-approved, as-needed A/E agreement to complete the plans/specifications for the infrastructure upgrades and a Board-approved JOC to complete construction of the improvements.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Approval of the recommended actions will have no impact on current County services or projects.

The facilities will remain operational during construction. The contractor will be required to coordinate its construction activities with the County to minimize impacts and disruptions to the facilities.

**CONCLUSION**

Please return one adopted copy of this Board letter to the Department of Public Works, Project Management Division I.

Respectfully submitted,

A handwritten signature in cursive script that reads "Gail Farber".

GAIL FARBER

Director

GF:AM:ms

Enclosures

c: Arts Commission  
Chief Executive Office (Capital Programs  
Division)  
County Counsel  
Executive Office  
Department of Health Services



PINK

BA FORM 03/13

BOARD OF  
SUPERVISORS  
OFFICIAL COPY

COUNTY OF LOS ANGELES

**REQUEST FOR APPROPRIATION ADJUSTMENT**

**DEPARTMENT OF HEALTH SERVICES**

DEPT'S.  
NO. 110

July 28, 2016

AUDITOR-CONTROLLER:

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. PLEASE CONFIRM THE ACCOUNTING ENTRIES AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF EXECUTIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFOR

**FY 2016-17**

**4 - VOTES**

**SOURCES**

BA Detail - See Attachment Page 1.

**USES**

BA Detail - See Attachment Page 1.

**SOURCES TOTAL: \$ 9,555,000**

**USES TOTAL: \$ 9,555,000**

**JUSTIFICATION**

This budget adjustment is necessary to establish and fully fund the DHS Local Area Network Upgrade Project, Capital Project No 87341.

**ADOPTED**

BOARD OF SUPERVISORS

COUNTY OF LOS ANGELES  
BOARD OF SUPERVISOR'S APPROVAL (AS REQUESTED/REVISED)

**# 50**

**SEP 06 2016**

*Lori Glasgow*  
LORI GLASGOW  
EXECUTIVE OFFICER

*Mela Guerrero*  
AUTHORIZED SIGNATURE Mela Guerrero, Controller, DHS

REFERRED TO THE CHIEF  
EXECUTIVE OFFICER FOR ---

☐ ACTION

☒ RECOMMENDATION

AUDITOR-CONTROLLER

BY *Chang*  
August 1 20 16

B.A. NO. *016*

☒ APPROVED AS REQUESTED

☐ APPROVED AS REVISED

CHIEF EXECUTIVE OFFICER

BY *Frank Chang*  
August 1 20 16

**DEPARTMENT OF HEALTH SERVICES**  
**REQUEST FOR APPROPRIATION ADJUSTMENT**  
**CAPITAL PROJECTS/REFURBISHMENTS**  
**FISCAL YEAR 2016-17**

**4-VOTES**

**SOURCES:****DHS Enterprise Fund**

MN2-3078  
 Committed for DHS 3,185,000  
 Decrease Obligated Fund Balance

**LAC+USC Healthcare Network**

MN4-HG-96-9911-60010  
 Operating Transfers In 2,877,000  
 Increase Revenue

**LAC Olive View-UCLA Medical Center**

MN3-HO-96-9911-60050  
 Operating Transfers In 308,000  
 Increase Revenue

**Total Enterprise Fund** \$ 6,370,000

**Ent Sub - LAC+USC Healthcare Network**

A01-AC-6100-21200-21224  
 Other Financing Uses 2,877,000  
 Decrease Appropriation

**Ent Sub - ValleyCare Network**

A01-AC-6100-21200-21232  
 Other Financing Uses 308,000  
 Decrease Appropriation

**Total General Fund** \$ 3,185,000

**Total** \$ 9,555,000

**USES:****DHS Enterprise Fund**

MN2-HS-6100-60070  
 Other Financing Uses 3,185,000  
 Increase Appropriation

**LAC+USC Healthcare Network**

MN4-HG-96-9912-60010  
 Operating Subsidy - General Fund 2,877,000  
 Decrease Revenue

**LAC Olive View-UCLA Medical Center**

MN3-HO-96-9912-60050  
 Operating Subsidy - General Fund 308,000  
 Decrease Revenue

**Total Enterprise Fund** \$ 6,370,000

**Health Services****DHS Local Area Network Upgrade Project**

A01-CP-6014-65036-87341  
 Capital Assets - Buildings & Improvements 3,185,000  
 Increase Appropriation

**Total General Fund** \$ 3,185,000

**Total** \$ 9,555,000

**ADOPTED**  
 BOARD OF SUPERVISORS  
 COUNTY OF LOS ANGELES

# 50

SEP 06 2016

*Lori Glasgow*  
 LORI GLASGOW  
 EXECUTIVE OFFICER

*Consgr 8/1/16*  
 3A# 016